

RAVALLI COUNTY, MONTANA

INTERIM ZONING VARIANCE APPLICATION

Adopted March 26, 2007

Applicant Information

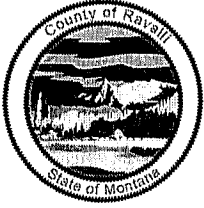
Name: _____	Daytime phone: _____
Address: _____	Alternate phone: _____
City / ST / Zip: _____	E-mail: _____

Agent Information

Company: _____	Daytime phone: _____
Name: _____	Alternate phone: _____
Address: _____	E-mail: _____
City / ST / Zip: _____	

Property Information

1. Section / Township / Range: ____ / ____ / ____
2. Current legal description of property: _____
(COS number, AP number, subdivision name, etc.)
3. Parcel number: _____ Geocode: _____
4. Is the variance request related to a subdivision application or pre-application request that has already been submitted to the Planning Department? (Circle one) **YES** **No**
If yes, enter the name of the proposed subdivision: _____
5. Total acreage of property: _____ Proposed total of lots resulting from subdivision: _____
Proposed total of additional units (only if subdivision for lease or rent is proposed) _____
6. Existing structures and uses on the property: _____



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Supplementary Materials

Please submit the following materials with your application (include **two copies** of items A, B, and C). The Planning Department will only accept variance applications that include all of the following items. If any information therein is incomplete, inaccurate, or unclear, you will be notified of these deficiencies. A public hearing on the application will not be scheduled until the deficient items have been addressed.

- A. A **vicinity map** showing the subject property boundary and route of access to the nearest highway
- B. A **site plan** at least 24 x 36 inches, drawn to scale, showing the following:
 - 1. Project title, legend, scale, name of preparer, and revision date
 - 2. Topographical contour lines at a precision of 20-foot intervals or better
 - 3. Proposed lot layout, including lot lines, dimensions (in feet), and acreage
 - 4. Existing structures (if the proposal would result in multiple units on a single lot, show the proposed structures, as well)
 - 5. Existing and proposed roads, on and within 300 feet of the subject property
 - 6. Existing and proposed accesses to all lots
 - 7. Existing property boundaries and land uses within 300 feet of the subject property
 - 8. Other information necessary to demonstrate the proposal's compliance with the variance criteria
- C. A **written statement** describing the proposal in detail. The statement should describe existing and proposed conditions on the property. Additionally, the letter should address how the proposal complies with the variance criteria listed in the interim zoning regulation. **Variances must comply with all of the following:**
 - 1. The variance is consistent with the general purposes of the interim zoning regulation, and will conform to all of the following requirements and stipulations; and
 - 2. Strict application of the Code requirements would result in great practical difficulties or hardship to the applicant (not mere inconvenience) and prevent a reasonable return on the property; and
 - 3. The variance is the minimum deviation from such requirements that will alleviate the difficulties/hardship, and allow a reasonable return on the property; and
 - 4. The plight of the applicant is due to circumstances not of his/her own making; and
 - 5. The circumstances engendering the variance request are peculiar and not applicable to other property within the district; and
 - 6. The variance will not alter the essential character of the area where the premises in question are located, nor adversely affect the public health, safety, and/or welfare; and
 - 7. The variance will not in any manner place the subdivision in nonconformance with any adopted zoning regulation or comprehensive plan; and
 - 8. The variance will not contribute to the emergency situation that exists in Ravalli County as defined in the interim zoning regulation; and
 - 9. The variance is in the public interest.
- D. A **check** for the appropriate application fee, made out to RCPD